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[redacted]
8 January 1951

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STAFF CONFERENCE

Minutes of Meeting held in Director's
Conference Room, Administration Building
Monday, 8 January 1951, at 1100 hours

General Smith Presiding

Present

25X1 William H. Jackson, Deputy Director, CIA
[redacted] Deputy Director, Plans
25X1 Murray McConnel, Deputy Director, Administration
Lyman B. Kirkpatrick, Executive Assistant to DCI
[redacted] Executive Assistant to DCI
[redacted] Advisor for Management
James M. Andrews, Asst. Dir. for Collection & Dissemination
Theodore Babbitt, Asst. Dir. for Research & Reports
George G. Carey, Asst. Dir. for Operations
H. Marshall Chadwell, Asst. Dir. for Scientific Intelligence
[redacted] Asst. Dir. for Special Services
25X1 William L. Langer, Asst. Dir. for National Estimates
[redacted] Asst. Dir. for Special Operations
[redacted] Asst. Dir. for Policy Coordination

SECRET

[redacted]
8 January 1951

25X1

SECRET

[redacted]
8 January 1951

25X1

3. Mr. Carey raised the question as to the status and desirability of continuing the Presentation Branch. He pointed out that 90 per cent of the presentations had been political and that henceforth this would be a major concern of the Department of State. Mr. Reber was instructed to explore this matter and make recommendations.

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4. [redacted] stated that briefings on the current situation would be held in the Situation Room in "Q" Building at 12:00 noon each Tuesday and Friday, commencing 9 January. These briefings will last approximately twenty minutes and the Situation Room can accommodate approximately fifty persons. It was suggested that Dr. Langer and appropriate members of his staff, and any other Assistant Directors or their designees, plan to attend these.

25X1

[redacted] said that the Department of State is planning a regional conference in Ceylon on 26 February and asked who should represent the agency. It was decided that the representatives from the agency should be from the Office of Estimates. [redacted] suggested, in this connection, that he hoped the principle could be established of CIA's being represented at conferences.

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5. Dr. Langer inquired as to the status of the plans for having the Daily Summary prepared by another office. He stated that he was anxious not to lose the availability of important State Department cables. It was indicated that Mr. Reber was now discussing this matter with the State Department. [redacted] stated that O/SS was preparing trial runs of a new all-source daily. The DCI stated that this should be circulated in the agency prior to discussion with the President and general circulation.

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25X1